

INSTITUTIONAL BIOSAFETY COMMITTEE

Meeting Minutes



September 23, 2021
NBACC 1st Floor Conference Room
11:30 am - 1:00 pm

Attendance:

IBC Member/Staff	Affiliation/Role	Present	Absent
B.J.	IBC Chair	X	
J.C.O.	Biological Safety Officer/Vice Chair	X	
A.H.	Veterinarian	X	
B.S.	Microbiologist		X
K.C.	Molecular Biologist, Virologist	X	
J.H.B.	Virologist	X	
G.H.	Bacteriologist / Technician Representative	X	
A.E.	Bacteriologist / Technician Representative	X	
B.H.	Nonaffiliated Member	X	
B.C.	Nonaffiliated Member	X	
L.H.	Nonaffiliated Member		X
B.T.	Alternate, Biological Safety Officer	X	
J.L.B.	IBC Staff	X	
K.B.	IBC Staff		X

Guests in Attendance: None

1. Call to Order

1.1 B.J. called the meeting to order at 11:31 a.m.

2. Roll Call

2.1 A quorum was verified.

3. Approval of Meeting Minutes

3.1. The July 22, 2021, meeting minutes were reviewed and unanimously approved via email on August 4, 2021.

4. Ongoing Business

- 4.1 The process changes that were discussed during last month's meeting were edited in 081-001-SOP and approved in our document control system. This includes removing the BSO as a required designated member reviewer and handling the process for approving room changes administratively if no containment levels are changing. In addition, the continuing review section of the SOP was clarified.
- 4.2 NBACC's registration update / annual membership report with NIH was submitted on July 21, 2021. This submission was accepted on August 13, 2021.

5. New Business

- 5.1. The committee reviewed a newly submitted registration, IBC-21-0072. The PI gave a summary of the project and answered the committee's questions. B.H. made a motion to approve the registration. B.C. seconded the motion, and the committee approved the registration with two abstentions.
- 5.2. There were two Etiologic Agent Registrations that were received and distributed to the committee for their information, #315 and an update to #312. The committee had no questions or concerns.
- 5.3. The IBC Chair updated the committee on the following amendments that were approved since the last meeting:
 - Two amendments for IBC-21-0060 were reviewed. The first, to add strains and add additional staff, was reviewed via DMR, and approved on July 30, 2021. The second, to add additional strains, was reviewed via DMR and approved on August 16, 2021.
 - An amendment to IBC-20-0058 to update personnel was reviewed administratively and approved on August 18, 2021.
- 5.4. The IBC Chair updated the committee on registration IBC-21-0071, that was deemed exempt on August 11, 2021.

6. Training – N/A

7. Action Items

- 7.1. None

8. Housekeeping Items

- 8.1. The next meeting is scheduled for Thursday, October 28, 2021, from 11:30 am - 1:00 pm in the NBACC Building and Teams Teleconference.

9. Adjourn

- 9.1 A motion was made by J.C.O. and seconded by G.H. to adjourn the meeting at 12:00 pm.

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All research was conducted in compliance with the Animal Welfare Act and other federal statutes and regulations relating to animals and experiments involving animals and adheres to principles stated in the Guide for the Care and Use of Laboratory Animals, and approved by both the NBACC Institutional Animal Care and Use Committee and, when applicable, the DHS Compliance and Assurance Program Office. The facility where this research was conducted is fully accredited by AAALAC International and maintains a Public Health Service (PHS) Humane Care and Use of Laboratory Animals (Policy) assurance.